Employee Post-Travel Disclosure Form

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This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual Financial Disclosure Statements of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, B-81 Cannon House Office Building, within 15 days after travel is completed. Please do not file this form with the Committee on Ethics.

NO	TE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.
1.	Name of Traveler: Sarah Rogus Buke
2.	a. Name of Accompanying Relative:OR None
	b. Relationship to Traveler: Spouse Child Other (specify):
3.	a. Dates: Departure: Return:
	b. Dates at Personal Expense, if any:OR None OR None
4.	Departure City: Washington, PC Destination: Baltimore Return City: Washington, OC
5.	Sponsor(s), Who Paid for the Trip: The Congressional Institute
6.	Describe Meetings and Events Attended: I attended all of the meetings on attached agendo for the time that I was there.
7.	Attached to this form are each of the following, signify that each item is attached by checking the corresponding box:
/.	a. \(\sum_{\text{a}}\) a completed Sponsor Post-Travel Disclosure Form;
	b. The Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and the Grantmaking or Non-Grantmaking Sponsor Forms;
	c. page 2 of the completed Traveler Form submitted by the employee; and
	d. the letter from the Committee on Ethics approving my participation on this trip.
8.	a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda 🖰 👸
	Signify statement is true by checking the box: While in attendence
	b. If not, explain: I had travel issues due to the Mumber having a
	delayed flight so arrived in Baltimore for the dinner portion on Friday.
Lo	T departed many afternoon a sertify that the information contained on this form is true, complete, and correct to the best of my knowledge.
Sig	nature of Traveler: Sarah Embr. Date: 5/13/19
	athorized this travel in advance. I have determined that all of the expenses listed on the attached Sponsor Post-Travel
	ate the appearance that the employee is using public office for private gain.
Na	me of Supervising Member: Hon Jason Smith Date: 5 14 19
Sig	nature of Supervising Member:
Ver	sion date 12/2018 by Committee on Ethics

Sponsor Post-Travel Disclosure Form

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This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within ten days of their return. You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses. NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Sponsor(s) who paid for the trip: Congressional Institute Travel Destination(s): Baltimore, MD Date of Departure: May 2, 2019 ___ Date of Return: May 3, 2019 4. Name(s) of Traveler(s): See Attached List Note: You may list more than one traveler on a form only if all information is identical for each person listed. 5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4: Total Transportation Total Lodging Total Meal Total Other Expenses Expenses Expenses Expenses (dollar amount per item and description Traveler \$0.00 \$172.10 \$110.50 \$147.29 - Room Rental Accompanying Family Member 6. All expenses connected to the trip were for actual costs incurred and not a per diem or lump sum payment. Signify statement is true by checking box: 🗹 I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. Signature: Mark Date: May 9, 2019 Name: Mark Strand Title: President Organization: Congressional Institute I am an officer of the above-named organization. Signify statement is true by checking box:

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.

Email: strand@conginst.org

Telephone: 703-837-8812

Address: 1700 Diagonal Road #730, Alexandria, VA 22314

TRAVELER FORM

(1) Name of Accompanying Family Member: (2) Relationship to Traveler:	1.	Name of Traveler: Savah Buke
b. Will you be extending the trip at your personal expense? Yes No If yes, list dates at personal expense: No If yes No If yes: No If yes No If yes, and you are requesting lodging for two nights, explain why the second night is warranted: 7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: No If yes No NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating. 8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties. The discussions will help we be a better manager and therefore make Rep Smith Move effective. 9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? Yes No In For staff travelers, to be completed by your employing Member: ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL It hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. It have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using table office for private gain.	2.	Sponsor(s) who will be paying for the trip: Congussional Institute
b. Will you be extending the trip at your personal expense? Yes No If yes, list dates at personal expense: No If yes No If yes: No If yes No If yes, and you are requesting lodging for two nights, explain why the second night is warranted: 7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: No If yes No NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating. 8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties. The discussions will help we be a better manager and therefore make Rep Smith Move effective. 9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? Yes No In For staff travelers, to be completed by your employing Member: ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL It hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. It have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using table office for private gain.		
b. Will you be extending the trip at your personal expense? Yes No If yes, list dates at personal expense: (1) Name of Accompanying Family Member: (2) Relationship to Traveler: Spouse Child Other (specify): (3) Accompanying Family Member is at least 18 years of age: Yes No 6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the Primary Trip Sponsor Form (i.e., travel is sponsored by at entity that employs a registered federal lobbyist or a foreign agent)? Yes No b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted: 7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating. 8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties. The discussions will help me be a better manager and therefore make Rep Smith more effective. 9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? Yes No 10. For staff travelers, to be completed by your employing Member: ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL 11 hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using table office for private gain.	3.	Travel Destination(s): Bathwore
b. Will you be extending the trip at your personal expense? Yes No If yes, list dates at personal expense: (1) Name of Accompanying Family Member: (2) Relationship to Traveler: Spouse Child Other (specify): (3) Accompanying Family Member is at least 18 years of age: Yes No 6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the Primary Trip Sponsor Form (i.e., travel is sponsored by at entity that employs a registered federal lobbyist or a foreign agent)? Yes No b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted: 7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating. 8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties. The discussions will help me be a better manager and therefore make Rep Smith more effective. 9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? Yes No 10. For staff travelers, to be completed by your employing Member: ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL 11 hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using table office for private gain.	4.	a. Date of Departure: May 2, 2019 Date of Return: May 3, 2019
(1) Name of Accompanying Family Member: (2) Relationship to Traveler: (3) Accompanying Family Member is at least 18 years of age: (4) Yes (5) Accompanying Family Member is at least 18 years of age: (5) Accompanying Family Member is at least 18 years of age: (6) Accompanying Family Member is at least 18 years of age: (7) Yes (8) No (8) Did the trip sponsor answer "Yes" to Question 8(c) on the Primary Trip Sponsor Form (i.e., travel is sponsored by at entity that employs a registered federal lobbyist or a foreign agent)? (8) If yes, and you are requesting lodging for two nights, explain why the second night is warranted: (7) Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: (8) Yes (9) NoTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating. (8) Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties. (9) Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? (9) Is the travelers, to be completed by your employing Member: (1) ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL (1) Thereby authorize the individual anamed above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.		
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(3) Accompanying Family Member is at least 18 years of age: Yes No 6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the Primary Trip Sponsor Form (i.e., travel is sponsored by a entity that employs a registered federal lobbyist or a foreign agent)? Yes No b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted: 7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating. 8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties. The discussions will help we be a better warrager and therefore make Rep Smith more effective. 9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? Yes No 10. For staff travelers, to be completed by your employing Member: ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.		(1) Name of Accompanying Family Member:
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entity that employs a registered federal lobbyist or a foreign agent)?		(3) Accompanying Family Member is at least 18 years of age: ☐ Yes ☐ No
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ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.	9.	
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direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.		ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL
Signature of Employing Member Lun Mate Date 4-2-19	dir tra	rect supervision, to accept expenses for the trip described in this request. I have determined that the above-described vel is in connection with my employee's official duties and that acceptance of these expenses will not create the
	Sig	nature of Employing Member June 14-2-19

Primary Trip Sponsor Form

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* at least 30 days before the start date of the trip. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website (ethics. house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1.	omply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips. Sponsor who will be paying for the trip: Congressional Institute
2.	I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent.
	Signify that the statement is true by checking box:
3.	Check only one. I represent that:
	a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: OR
	b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted fund only from entities that will receive a tangible benefit in exchange for those funds: OR
	c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
	If "c" is checked, list the names of the additional sponsors:
1.	Provide names and titles of ALL House Members <i>and</i> employees you are inviting. For each House invitee, provide a explanation of why the individual was invited (include additional pages if necessary): See Addendum & Attached Invitation List
5.	Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
ć. 5.	
	•
7.	a. City of departure: Washington, DC
	b. Destination(s): Baltimore, MD
	c. City of return: Washington, DC
3.	Check only one. I represent that: a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: OR
	b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: OR
	c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event <i>and</i> lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was <i>de minimis</i> under the Committee's travel regulations.
).	Check only one of the following:
	a. I checked 8(a) or (b) above:
	b. I checked 8(c) above but am not offering any lodging:
	c. I checked 8(c) above and am offering lodging and meals for one night: OR
	d. I checked 8(c) above and am offering lodging and meals for two nights: If you checked this box, explain why the

10.	Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). <i>Indicate agenda is attached by checking box:</i>				
11.	Check only one of the following: a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. Signify that the statement is true by checking box: OR				
	b. <i>Not Applicable</i> . Trip sponsor is a U.S. institution of higher education:				
12.	For <i>each</i> sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip <i>and</i> its role in organizing and/or conducting the trip: See Addendum				
13.	Answer parts a and b. Answer part c if neccessary:				
	a. Mode of travel: Air Rail Bus Car Cother (specify:)				
	b. Class of travel: Coach ☑ Business ☐ First ☐ Charter ☐ Other ☐ (specify:				
	c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:				
14.	I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). Signify that the statement is true by checking box:				
15.	 Check only one. I represent that either: a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: 				
	b. The trip involves events that are arranged specifically <i>with regard</i> to congressional participation: If "b" is checked:				
	1) Detail the cost per day of meals (approximate cost may be provided): Thur - \$56. Fri - \$101. Sat - \$21				
	2) Provide the reason for selecting the location of the event or trip: Relative proximity to Washington, DC and capacity to handle a large event.				
16.	Name, nightly cost, and reasons for selecting each hotel or other lodging facility:				
	Hotel Name: Renaissance Baltimore Harborola City: Baltimore. MD Cost Per Night: \$149				
	Reason(s) for Selecting: Proximity to DC, Availablity, Security & Facility size				
	Hotel Name: City: Cost Per Night:				
	Reason(s) for Selecting:				
	Hotel Name: City: Cost Per Night:				
	Reason(s) for Selecting:				
	I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum				
	payment. Signify that the statement is true by checking box:				

18.	Total	Expenses	for each	Partici	oant:
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Actual Amounts Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$72	\$344	\$178
For each Accompanying Family Member	\$72	\$0	\$143

		Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$336	Room Rental
For each Accompanying Family Member	\$336	Room Rental

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19.	C	ieck	coni	ly one:

- a. I certify that I am an officer of the organization listed below: OR
- b. *Not Applicable*. Trip sponsor is an individual or a U.S. institution of higher education.
- 20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. 🔽
- 21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Mark Strand

3/15/2019
Date:

Name:

President

Congressional Institute

Organization:

1700 Diagonal Road #730, Alexandria, VA 22314

Address: _

Title:

703-837-8812

Telephone:

strand@conginst.org Email:

If there are any questions regarding this form, please contact the Committee at the following address:

Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392

Theodore E. Deutch, Florida Chairman Kenny Marchant, Texas Ranking Member

Grace Meng, New York Susan Wild, Pennsylvania Dean Phillips, Minnesota Anthony Brown, Maryland

John Ratcliffe, Texas George Holding, North Carolina Jackie Walorski, Indiana Michael Guest, Mississippi



Thomas A. Rust

Staff Director and Chief Counsel

David W. Arrojo

Counsel to the Chairman

Christopher A. Donesa

Counsel to the Ranking Member

1015 Longworth House Office Building

Washington, D.C. 20515-6328

Telephone: (202) 225-7103

Facsimile: (202) 225-7392

U.S. House of Representatives

COMMITTEE ON ETHICS

May 1, 2019

Ms. Sarah Burke Office of the Honorable Jason Smith 2418 Rayburn House Office Building Washington, DC 20515

Dear Ms. Burke:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Baltimore, Maryland, scheduled for May 2 to 3, 2019, sponsored by Congressional Institute.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Theodore E. Deutch Chairman

Kenny Marchant Ranking Member

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PRIMARY TRIP SPONSOR FORM ADDENDUM

Question 4: Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):

See attached invitation list. This Congressional Institute sponsored retreat focuses on the important role of the Chief of Staff in congressional offices. Therefore, the invitation to this retreat is being extended to Chiefs of Staff in House and Senate Majority personal offices, the Staff Director in House and Senate Majority committee offices as well as select leadership staff.

Question 12: For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

The purpose of the Congressional Institute (a 501(c)4 organization) is to promote public education about Congress and to hold educational conferences for Members of Congress, staff and others. The Congressional Institute is the sole organizer and conductor of this event. This retreat is designed to strengthen professional relationships among Chiefs of Staff, senior leadership and committee staff, educate them on policy issues and best practices, and encourage the exchange of ideas with colleagues.

Question 18: Total expenses for each participant:

The estimated lodging rate and per participant food/refreshment expense figure for this event (and provided on this form) do not include the separate costs to the Congressional Institute to rent conference/banquet space large enough to accommodate this large event with appropriate security and audio/visual capabilities necessary to conduct our program. Dividing these conference and facility rental costs by the number of participants estimated to attend this event, the estimated figure would be \$336 as disclosed on the sponsor form.



Chiefs of Staff Conference May 2-4, 2019

Thursday, May 2, 2019

1:30 PM	Bus Departs from Rayburn Horseshoe
2:30 PM	Check-In
3:00 - 3:05 PM	Welcome Mark Strand, Congressional Institute
3:05 - 4:05 PM	Socialism vs. Capitalism David Winston, The Winston Group (confirmed) Myra Miller, The Winston Group (confirmed)
4:10 - 5:30 PM	Session 2 TBD
6:30 - 9:00 PM	Reception & Dinner Working Together for a Better America Keynote Speaker: TBD

Friday, May 3, 2019

8:00 AM	Breakfast		
9:00 - 10:30 AM	Accessing Leadership to Advance Your Boss' Legislative Agenda Moderator: Mark Strand Barrett Karr, Office of the Leader Brett Horton, Office of the Whip Kara Ahern, House Republican Conference		
10:45 - 12:15 PM	The Effective Congressional Office Manager Mark Horstman, Manager Tools (invited)		
12:15 - 2:00 PM	Lunch: Love Your Enemies Keynote Speaker: Arthur Brooks, American Enterprise Institute (invited)		

2:00 - 3:00 PM	Healthcare: Miracles, Opportunities and Threats The Honorable Seema Verma, Administrator of the Centers for Medicare and Medicare Services (invited)
3:00 - 4:00 PM	Federal Reserve: What Goes on Behind the Curtain The Honorable Jerome Powell, Chairman of the Federal Reserve (invited)
4:00 - 5:00 PM	Modernization Committee: Opportunity for Office Improvement? Moderator: Mark Strand George Hadijski, Former House Administration Committee Senior Advisor Lee Drutman, New America Brad Fitch, Congressional Management Foundation Seamus Kraft, OpenGov Foundation
5:00-6:00 PM	Ethics Primer Rob Walker, Wiley Rein LLP (invited)
6:30-9:00 PM	Reception & Dinner: Why the Age of Disruption May Usher in the Era of Reform Keynote Speaker: Bruce Mehlman, Mehlman Castagnetti Rosen & Thomas
	Saturday, May 4, 2019
7:30 AM	Breakfast
9:00 - 10:15 AM	Protecting Your Office TBD
10:30 - 12:00 noon	Best Practices TBD
12:00 PM	End of Retreat

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Last Name	Institution	Job Title
Adkerson	Office of Rep. Loudermilk	Chief of Staff
Adler	House Republican Conference	Communications Director
Ahern	House Republican Conference	Chief of Staff
Albares	Office of Rep. Roby	Chief of Staff
Alburger	Office of Rep. Joyce	Chief of Staff
Amidon	Office of Rep. Zeldin	Chief of Staff
Anderson	Office of Rep. Lamborn	Chief of Staff
Anderson	House Republican Conference	Digital Director
Andreae	Office of Rep. Gallagher	Chief of Staff
Andres	House Committee on Ways and Means	Staff Director
Archer	Office of Rep. Fortenberry	Chief of Staff
Artz	Office of Rep. Foxx	Chief of Staff
Baker	Office of Rep. Allen	Chief of Staff
Baker	Office of Rep. Crenshaw	Chief of Staff
Bayer	Office of Rep. Fulcher	Chief of Staff
Belair	House Committee on Judiciary	Staff Director
Bell	Office of Rep. Budd	Chief of Staff
Bell	Office of Rep. Estes	Chief of Staff
Bell	Office of Rep. Rogers (KY)	Chief of Staff
Bennett	Office of Rep. Hill	Chief of Staff
Bergren	Office of Rep. Guthrie	Chief of Staff
Bien	Office of the Leader	Deputy Director of Floor Operations
Billman	Office of Rep. Hern	Deputy Chief of Staff
Bisenius	Office of Rep. Sensenbrenner	Chief of Staff
Blair	Office of Rep. Steube	Chief of Staff
Bloomquist	House Committee on Energy and	Staff Director

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Commerce	Office of Rep. Gonzalez	Office of Rep. Reschenthaler	House Republican Conference	Office of Rep. Walden	Office of North Carolina 3rd District	Office of Rep. Herrera Beutler	House Committee on Natural Resources	Office of Rep. Watkins	Office of Rep. Davidson	Office of Rep. Thompson	Office of Rep. Rogers (AL)	Office of Rep. Arrington	Office of Rep. Graves (MO)	Office of Rep. Smith	Office of Rep. Posey	Office of Rep. McHenry	Office of Rep. Hurd	Office of Rep. Yoho	Office of Rep. Byrne	Office of Rep. McCaul	Office of Rep. Ratcliffe	Office of Rep. Steil	Office of the Leader	Office of Rep. Hudson	Office of Rep. Rooney (FL-19)	Office of Rep. Comer	House Committee on Appropriations	Office of Rep. Johnson (SD)
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Chief of Staff	Chief of Staff	Staff Director	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Staff Director	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Staff Director	Chief of Staff	Chief of Staff	Chief of Staff	Policy Director	Deputy Chief of Staff for Policy	Chief of Staff	Chief of Staff	Chief of Staff	Deputy Member Services Director	Deputy Chief of Staff	Chief of Staff	Communications Director
Office of Rep. Hartzler	Office of Rep. Woodall	House Committee on Financial Services	Office of Rep. Babin	Office of Rep. Carter (GA)	Office of Rep. Meuser	Office of Rep. Walorski	House Committee on Administration	Office of Rep. Brady	Office of Rep. Wilson	Office of Rep. Young (AK)	Office of Rep. Burgess	Office of Rep. Huizenga	Office of Rep. Smith (NE)	Office of Rep. Taylor	Office of Rep. Schweikert	House Committee on Rules	Office of Rep. Miller	Office of Rep. Graves (GA)	Office of Rep. Guest	House Republican Conference	Office of the Leader	Office of Rep. Harris (MD)	Office of Rep. Jordan	Office of Rep. Webster	Office of the Leader	Office of Rep. Balderson	Office of Rep. Williams	Office of the Leader
Connelly	Corbett	Cote	Couhig	Crawford	Cutrona	Dankler	Daulby	Davis	Day	Day	Decker	DeWitte	Didiuk	Dietz	Dimenstein	Dixon Chambers	Donnellan	Donnelly	Downs	Drzewicki	Dunham	Dutton	Eichinger	Emhof	Engling	Enquist	Etue	Exner

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Facchiano	Office of Rep. Smucker	Chief of Staff
Ferland	Office of Rep. Massie	Chief of Staff
Fine	Office of the Whip	Communications Director
Fitzpatrick	House Committee on Small Business	Staff Director
Fitzpatrick	Office of Rep. Meadows	Chief of Staff
Fogarty	Office of Rep. King (NY)	Chief of Staff
Freebairn	Office of Rep. Granger	Chief of Staff
Glasscock	Office of Rep. Lucas	Chief of Staff
Gonzalez	Office of Rep. Diaz-Balart	Chief of Staff
Gosnell	Office of the Whip	Director of Operations & Scheduler
Green	Office of Rep. Tipton	Chief of Staff
Grider	Office of Rep. Burchett	Chief of Staff
Griffin	Office of Rep. Latta	Chief of Staff
Grogis	Office of Rep. Cole	Chief of Staff
Gross	Office of Rep. Gibbs	Chief of Staff
Guaglianone	House Republican Conference	Coalitions Director
Gunderson-Schwarz	Office of Rep. Lesko	Chief of Staff
Hair	Office of Rep. Gohmert	Chief of Staff
Hamilton	Office of Rep. McKinley	Chief of Staff
Harley	Office of Rep. Wenstrup	Chief of Staff
Harris	Office of Rep. Gooden	Chief of Staff
Haynes	Office of Rep. Johnson (LA)	Chief of Staff
Heggem	Office of Rep. Gianforte	Chief of Staff
Henderson	House Republican Conference	Special Assistant
Ţ.	Office of the Leader	Policy Advisor
Hilleary	Office of Rep. Rose	Chief of Staff
Hillebrands	Office of Rep. Upton	Chief of Staff
Hippe	Office of Rep. Fleischmann	Chief of Staff

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Chief of Staff	Staff Director	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Policy Director	Member Services Coordinator	Chief of Staff	Senior Advisor and Head of Strategy	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Staff Director	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	Chief of Staff	
Office of Rep. Bilirakis	House Committee on Oversight and Government Reform	Office of Rep. McMorris Rodgers	Office of Rep. Collins (NY)	Office of the Whip	Office of Rep. Mooney	Office of Rep. Turner	Office of Rep. Katko	Office of Rep. Kelly (MS)	Office of the Whip	Office of the Leader	Office of Rep. Bucshon	Office of the Leader	Office of the Leader	Office of Rep. Buchanan	Office of Rep. Collins (GA)	Office of Rep. Banks	Office of Rep. Wagner	Office of Rep. Olson	House Committee on Budget	Office of Rep. Calvert	Office of Rep. Waltz	Office of Rep. Wittman	Office of Rep. Mitchell	Office of Rep. Duncan (SC)	Office of Rep. Holding	Office of Rep. Stauber	
Hittos	Hixon	Hodson	Hook	Horton	Hongh	Howard	Howell	Howell	Hughes	Humes	Jackson	Joyce	Karr	Karvelas	Katz	Keller	Keller	Kelly	Keniry	Kennett	Ketchel	King	Kizzier	Klump	Knott	Koetzle	Kratz

Office of Rep. Walberg	Chief of Staff
Office of Rep. Scott	Chief of Staff
Office of the Leader	Director of Floor Operations
Office of Rep. Armstrong	Chief of Staff
Office of Rep. Abraham	Chief of Staff
House Republican Conference	Deputy Policy Director
Office of Rep. Long	Chief of Staff
Office of Rep. Palazzo	Chief of Staff
se of Rep. Bergman	Chief of Staff
Office of Rep. Gonzalez	Chief of Staff
Office of the Leader	Senior Policy Advisor & Counsel
Office of Rep. Dunn	Chief of Staff
Office of Rep. Walker	Chief of Staff
Office of Rep. Griffith	Chief of Staff
Office of Rep. Cloud	Chief of Staff
Office of Rep. Emmer	Chief of Staff
Office of Rep. Davis	Chief of Staff
Office of Rep. Thornberry	Chief of Staff
Office of the Leader	Press Secretary
House Committee on Science, Space and Technology	Staff Director
Office of Rep. Biggs	Chief of Staff
Office of Rep. Bost	Chief of Staff
Office of Rep. Timmons	Chief of Staff
Office of Rep. Weber	Chief of Staff
Office of Rep. Duffy	Chief of Staff
Office of Rep. Newhouse	Chief of Staff
Office of Rep. Roe	Chief of Staff
office of Rep. Long Office of Rep. Palazzo Office of Rep. Palazzo Office of Rep. Bergman Office of Rep. Bergman Office of Rep. Bergman Office of Rep. Dunn Office of Rep. Cariffith Office of Rep. Emmer Office of Rep. Emmer Office of Rep. Emmer Office of Rep. Thornberry Office of Rep. Biggs Office of Rep. Biggs Office of Rep. Biggs Office of Rep. Biggs Office of Rep. Duffy Office of Rep. Neber Office of Rep. Newhouse	Space and Space and

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Meyer	Office of the Leader	Senior Policy Advisor
Miller	Office of Rep. Amodei	Chief of Staff
Miller	Office of Rep. Carter (TX)	Chief of Staff
Miller	Office of Rep. Cline	Chief of Staff
Miller	Office of Rep. Roy	Chief of Staff
Miller	Office of Rep. Scalise	Chief of Staff
Min	Office of the Leader	Deputy Chief of Staff & Counsel
Minkler	Office of the Whip	Deputy Floor Director
Moeglein	Office of Rep. Westerman	Chief of Staff
Muglia	Office of Rep. Perry	Chief of Staff
Murphy	Office of Rep. Rouzer	Chief of Staff
Murry	Office of the Leader	Senior Policy Advisor
Napier	Office of the Whip	Director of Floor Operations
Nash	Office of Rep. Womack	Deputy Chief of Staff
Natonski	Office of Rep. Riggleman	Chief of Staff
Nelson	Office of Rep. Amash	Chief of Staff
Noonan	Office of Rep. Smith (NJ)	Chief of Staff
Norman	Office of Rep. Curtis	Chief of Staff
O'Toole	Office of the Leader	Cloakroom Floor Director
Oehmen	Office of Rep. Flores	Chief of Staff
Palmer-Barton	Office of Rep. Chabot	Chief of Staff
Pardo	House Republican Conference	National Press Secretary
Pettitt	Office of Rep. Brooks (AL)	Chief of Staff
Pfrang	Office of Rep. LaHood	Chief of Staff
Piland	Office of Rep. Norman	Chief of Staff
Pileggi	Office of Rep. Stefanik	Chief of Staff
Piank	Office of Rep. Nunes	Chief of Staff
Plaut	House Republican Conference	Operations Director
Poling	NRCC	Executive Director

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Porter	House Republican Conference	Member Services Assistant
Poulios	Office of Rep. Latta	Chief of Staff
Priehs	Office of Rep. Mullin	Chief of Staff
Ramey	Office of Rep. Luetkemeyer	Chief of Staff
Reiser	Office of the Whip	Deputy Policy Director
Reising	Office of the Whip	Director of Member Services
Rell	Office of Rep. Aderholt	Chief of Staff
Renteria	Office of Rep. Fitzpatrick	Chief of Staff
Renz	House Committee on Education and Workforce	Staff Director
Roberts	Office of Rep. Shimkus	Chief of Staff
Robertson	Office of Rep. Buck	Chief of Staff
Robertson	Office of Rep. Marshall	Chief of Staff
Robertson	Office of Rep. Pence	Chief of Staff
Robinette	Office of Rep. Spano	Chief of Staff
Rogers	Office of Pennsylvania 12th District	Chief of Staff
Roig	Office of Rep. Graves (LA)	Deputy Chief of Staff (DC)
Roman	Office of Rep. Smith (MO)	Chief of Staff
Rosado	Office of Rep. Barr	Chief of Staff
Russell	Office of Rep. Conaway	Legislative Director
Ryan	Office of Rep. Moolenaar	Chief of Staff
Saparow	Office of the Chief Deputy Whip	Chief of Staff
Sass	House Committee on Transportation and Infrastructure	Staff Director
Savage	Office of Rep. Brooks (IN)	Chief of Staff
Schertz	House Committee on Agriculture	Staff Director
Shaw	Office of Rep. Hollingsworth	Chief of Staff
Shields	House Committee on Foreign Affairs	Staff Director
Shoemaker	Office of Rep. Joyce (PA)	Chief of Staff

Shumate	Office of Rep. Crawford	Chief of Staff
Siao	Office of Rep. Green	Chief of Staff
Simpson	Office of Rep. Rutherford	Chief of Staff
Slater	Office of Rep. Simpson	Chief of Staff
Smith	Office of Rep. Palmer	Chief of Staff
Smith	Office of the Leader	Digital Communications Director
Smullen	Office of Rep. Johnson (OH)	Chief of Staff
Sobel	Office of Rep. Cook	Chief of Staff
Sours	Office of Rep. Hice	Chief of Staff
Souza	House Committee on Intelligence	Staff Director
Spannagel	Office of Rep. LaMalfa	Chief of Staff
Sparks	Office of the Leader	Head of Communications
Specht	Office of the Leader	Senior Policy Advisor
Stevens	Office of Rep. King (IA)	Chief of Staff
Stewart	House Committee on Armed Services	Staff Director
Stroia	Office of Rep. Kelly (PA)	Chief of Staff
Su	Office of Rep. Hagedorn	Chief of Staff
Taylor	House Committee on Ethics	Staff Director
Terrazas	Office of Rep. Hunter	Chief of Staff
Thomas	Office of Rep. Marchant	Chief of Staff
Thompson	Office of Rep. Wright	Chief of Staff
Threadgill	Office of Rep. Kustoff	Chief of Staff
Towers	House Committee on Veterans Affairs	Staff Director
Tudor	Office of Rep. McClintock	Deputy Chief of Staff
Van Flein	Office of Rep. Gosar	Chief of Staff
Vaughn	Office of Rep. DesJarlais	Chief of Staff
VerVelde	Office of Rep. Grothman	Chief of Staff
Vieson	House Committee on Homeland Security	Staff Director
Vinyard	Office of Rep. Baird	Chief of Staff

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Watson	Office of Rep. Rice	Chief of Staff
Wayne	Office of Rep. Reed	Chief of Staff
Weatherford	Office of Rep. Kinzinger	Chief of Staff
Whetstone	Office of Rep. Stivers	Chief of Staff
White	Office of Rep. Stewart	Chief of Staff
Wiser	Office of Rep. Bishop	Chief of Staff
Wyant	Office of Rep. Gaetz	Chief of Staff
Yahn	Office of Rep. Radewagen	Chief of Staff

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